



# STATE BOARD OF FIRE SERVICES

## DRAFT MEETING MINUTES

Thursday, August 19, 2021

CAL FIRE – Office of the State Fire Marshal

2251 Harvard Street, Rm 441, Sacramento, CA 95815

### MEMBERS PRESENT:

- \*Mike Richwine, State Fire Marshal, CAL FIRE – Office of the State Fire Marshal, Chair
- \*Jerry Davies, California Fire Safe Council and Insurance Industry, Vice Chair
- \*Craig Tolmie, Chief Deputy Director, CAL FIRE
- \*Brian K. Rice, California Professional Firefighters
- \*David Gillotte, International Association of Fire Fighters
- \*Ed Foster, California State Firefighters Association
- \*Frank Lima, California Labor Federation
- \*Michael S. Williams, California State Firefighters Association
- \*Moke Simon, County Government
- \*Pete Muñoz, CAL FIRE Firefighters, Local 2881
- \*Robert Magee, City Government

### MEMBERS ABSENT:

Dan Terry, California Fire Fighter Joint Apprenticeship Committee  
Mark Ghilarducci, Director, California Governor's Office of Emergency Services  
David Rocha, California Metropolitan Fire Chiefs  
Michael Smith, California Fire Chiefs Association

### STATE FIRE MARSHAL STAFF:

- \*Wendy Collins, Assistant State Fire Marshal
- \*Jim Hosler, Assistant Deputy Director, Pipeline Safety Division
- \*Kevin Chan, Special Assistant to the State Fire Marshal
- \*Chris Fowler, Supervising Deputy State Fire Marshal, State Fire Training
- \*Diane Arend, Deputy State Fire Marshal III, Code Development and Analysis
- \*Vickie Sakamoto, Supervising Deputy State Fire Marshal, Fire Engineering and Investigations
- \*Caryn Petty, Deputy State Fire Marshal III, State Fire Training
- \*Crystal Sujeski, Deputy State Fire Marshal III, Code Development and Analysis
- \*Vijay Mepani, Deputy State Fire Marshal III, Fire Engineering and Investigations
- \*Ben Ho, Retired Annuitant, Fire Engineering and Investigations

### GUESTS:

- \*Brian Marshall, California Governor's Office of Emergency Services
  - \*Yvonne De La Peña, California Fire Fighter Joint Apprenticeship Committee
  - \*Taral Brideau, California Fire Fighter Joint Apprenticeship Committee
  - \*Jessica Power, Petaluma Fire Department
  - \*Tim Spears, South San Joaquin County Fire Authority
- (\* attended via Zoom Virtual Meeting)

## 1. CALL TO ORDER

Chair Mike Richwine called the State Board of Fire Services (SBFS) meeting to order at 1336 hours.

## 2. ROLL CALL

Roll call was held, and quorum declared at 1338 hours.

## 3. INTRODUCTIONS

Self-introductions of staff and guests were conducted.

## 4. APPROVAL OF MINUTES

Chair Mike Richwine asked for approval of the Minutes of the May 20th, 2021 meeting.

**It was moved by Member Mike Williams to approve the meeting minutes; motion seconded by Member Brian Rice. Motion was carried unanimously at 1339 hours.**

## 5. ANNOUNCEMENTS

There were no announcements for this meeting.

## 6. CONSENT ITEMS

Chair Mike Richwine asked if anyone wanted to pull any items off the consent items for discussion. The Members declined to do so.

Caryn Petty requested to approve the reaccreditation of the Cosumnes Fire Department Accredited Local Academy (ALA) and the Contra Costa County Fire Protection District (ALA).

The Cosumnes Fire Department Accredited Academy site evaluation took place on June 2, 2021 and is being recommended for a five-year reaccreditation period. This academy is an innovative statewide ALA leader and an active State Fire Training (SFT) participant.

The Contra Costa County Fire Protection District site evaluation took place on June 6, 2021 and is also being recommended for a five-year reaccreditation. This academy is a model of a modern fire agency with a strong focus on safety standardization professionalism and high-level training. They are becoming very active in the SFT system, serving as an upcoming course host for many underutilized classes to meet the needs of their region.

Chris Fowler then requested approval of the Fire Apparatus Driver Operator curriculum update. The series of six courses has been updated to align with the NFPA 2017 qualifications and SFT hosted a virtual cadre with seven members through six meetings in 2021. She noted that the changes were summarized in the staff reports and that the updates were largely editorial changes, which also update the curriculum development template and added very few job performance requirements. There were some clarifications across the six classes, which are now all in alignment with one another with no increase in the time or cost to deliver these courses. There were no changes to the instructor requirements, and they will update the SFT ACADIS Training Portal profiles for all current instructors if the updates are approved at this meeting and the curriculum is implemented by September 1<sup>st</sup>, 2021. The current driver operator series (2014 series) will discontinue December 31, 2021, so registered instructors will be expected to teach the new course plans after January 1, 2022.

Next item requested for approval was the Rescue Systems 1 and Rescue Systems 2, which are California Fire Service Training and Education (FSTEP) courses, designation change. In

2010, the intent of these courses was to create a pathway to certification, which was not established. The proposal is to align these courses with Rescue Systems 3, which is a Fire Services Training and Education Program (FSTEP) course. The fees will be changed from \$140 to \$75. This change will be implemented for all courses ending on, or after, August 1, 2021.

The final consent item that Chris Fowler requested approval on was the temporary reinstatement of the Instructor Update Course (IUC). The IUC was implemented in 2012 and was required for all instructors to learn about the changes to the SFT curriculum at the time, the curriculum development process, and the Terminal and Enabling Objectives (TLO/ELO). The original deadline for this update course was 2014, and the course was brought back briefly in 2017 to capture the needs of a few stakeholders. In 2019, with the mass transfer of the legacy SFT database (CACDS) to the SFT user portal (ACADIS), there were some errors and the data transfer. There are currently 24 instructors in the system who are teaching actively and have never taken the IUC class. To correct this, SFT is proposing that the IUC course be offered twice, via distance education, between October 2021 and March 2022. State Fire Training is only going to notify those instructors affected by this. The instructors will be notified by email to inform them that this course is available and it's limited only to those with email addresses in the SFT User Portal. Failure to complete the course would result in suspension of their instructor status and require them to go back through the entire current requirement process.

Chair Mike Richwine asked for a motion, then opened the floor up for public comment. No comments were made.

**It was moved by Member Pete Muñoa to approve the consent items; motion seconded by Member Moke Simon. Motion was carried unanimously at 1348 hours.**

## 7. PROGRAM AND ADVISORY COMMITTEE REPORTS

Caryn Petty requested approval of the Merritt College Accredited Regional Training Program (ARTP) Accreditation. The site evaluation took place on May 22, 2021 after successful completion of the previous conditional accreditation, which was awarded for a one year period. Requirements review supporting that conditional accreditation have been successfully completed and the program is doing very well. Merritt College offers a comprehensive fire service training and education program to a diverse student population reflective of its surrounding communities. It offers flexible course schedules that are both physically and academically robust, and is bolstered by their active outreach from the surrounding agencies in support of the program. The recommendation is to award Merritt College an initial accreditation period of three years.

Chair Mike Richwine asked for an explanation of why Merritt College had to do a conditional accreditation.

Caryn Petty responded that Merritt College was in the process of attaining funding and bolstering their staffing, so they were awarded in a conditional one year accreditation as a means of building their program, making sure that they were able to comply with all of the rules and regulations of State Fire Training. During the May 22 site evaluation and self-assessment report review, the college was deemed successful, thus the recommendation for the three year initial accreditation.

Chair Mike Richwine asked for a motion, then opened the floor up for public comment. No comments were made.

**It was moved by Member Mike Williams to approve the consent items; motion seconded by Member Jerry Davies. Motion was carried unanimously at 1352 hours.**

Caryn Petty requested approval of Southwestern College ARTP Accreditation. The site evaluation took place on June 7, 2021. Southwestern College is also coming off a one year conditional accreditation. They were in the process of building a brand new training facility in the southern region of the state. They are an excellent neighbor and cooperater that understands the importance of fostering interagency relationships they have already begun, bolstering contracts and partnerships with the surrounding agencies, many of which are not accredited academies in the state of California. Those partnerships are bolstering and growing, and serve a diverse student population with extraordinary outreach efforts already underway. They have maintained excellent communication with State Fire Training during this entire process and began actively engaging with fire service training and education at the statewide level. They will have their first academy in early September. State Fire Training is recommending an initial accreditation period of three years.

Chair Mike Richwine asked for a motion, then opened the floor up for public comment. No comments were made.

**It was moved by Member Pete Muñoa to approve the consent items; motion seconded by Member Brian Rice. Motion was carried unanimously at 1356 hours.**

Chris Fowler requested approval of the Fire Fighter Certification Exam Simulation Provision. The Fire Fighter Certification Exam Simulation Provision is based on the July 2020 decision by SFT to implement an Alternate Psychomotor Skill Evaluation. This allows for the delivery of Fire Service Training and Education Program (FSTEP) courses to occur in the course of the Academy, and to pull related skills from the certification exams completed that same day. Because the skills are associated with the courses, and require specialized equipment and props, the intent was to alleviate any undue costs or personal scheduling and additional equipment, acquisition, or provision. Because there is a rule that no instructor of record shall serve as the evaluator of record for the exam, the intent for the alternate delivery failed to reduce the cost for personnel or logistics, given that there was a need for duplicity with personal regardless. Because SFT already allows for simulation on exam day for live-fire simulation related to Fire Fighter 1A (FF1A) Skill Sheet 3-10c, the attack of simulated interior structure fire, and if that FSTEP course completed during the course of the academy, the ALA or ARTP is then allowed to provide a simulated fire attack for that skill. Under that same idea, SFT evaluated the additional skills to see what other FSTEP courses would be applicable for this same sort of simulation, which resulted in the FF2A 2019 skills, specifically the 3-1: Extinguishing an Ignitable Liquid Fire, 3-2: Control a Flammable Gas Cylinder Fire, and 4-1: Extricate Victim Entrapped in a Motor Vehicle. The Fire Control class would relate to the first two and the Vehicle Extrication class relates to the extrication skill. If the FSTEP classes are delivered within the first week of the Academy, the simulation would be permitted for the FF2A exam. There is an additional requirement that candidates who have not completed the FSTEP courses or have course completion diplomas exceeding the three (3) year time limit, are not eligible for the simulation. The requirements are outlined in the staff report.

Chair Mike Richwine asked for a motion, then opened the floor up for public comment. No comments were made.

**It was moved by Member Mike Williams to approve the consent items; motion seconded by Member Frank Lima. Motion was carried unanimously at 1400 hours.**

Chris Fowler provided an update on the Registered Instructor Orientation (RIO) course name change. The RIO course name change is to align State Fire Training terminology and business practice. We are proposing an amendment to change the current use of the name “Regional Instruction Orientation” to “Registered Instructor Orientation.” SFT is a statewide entity that is not restrictive to individual region, thereby deeming the course name a misnomer.

Chris Fowler provided two program updates. One was the State Fire Training review of the 2021 Procedure Manual. The first review will be an internal review and the program anticipates announcing the 45-day comment period before the end of the year. The second update is related to curriculum projects for fiscal year 2021. There have been some positive outcomes from the January fee adjustment for SFT, who is now able to maximize the contract and budget with California State University, Sacramento (CSUS). They are proposing several cadres for curriculum development for fiscal year 2021, consisting of Structural Collapse, Confined Space Rescue Operations and Technician Update, Vehicle Extrication Awareness Operations and Technician, Rapid Intervention Crews (RIC) Operations, and Firefighter Survival.

Crystal Sujeski and Jessica Power gave a presentation of the California Fire Code Amendments Handbook, a collaboration between the Office of the State Fire Marshal Code, the California Fire Chiefs Association, and the International Code Council. There was a desire to have a California edition of the code commentary similar to the ICC, so this was brought to the Office of the State Fire Marshal four years ago. In this first edition they compiled all the initial statement of reasons from the 2018 Fire Code and, while not a code commentary, are able to provide background to help the code officials make determinations, as well as explain the code to consumers, customers, contractors, homeowners, and others. As an added bonus, there is a history of the State Fire Marshal’s office dating back to its inception in 1923, with a legislative history, in one of the appendices.

In relation to the history of the State Fire Marshal’s office, Chair Mike Richwine noted that one of the founding issues for the office was fireworks, and is still an issue as the office is coming up on its 100<sup>th</sup> anniversary.

Digital and hard copies of the handbook are available for purchase at the following link:

<https://shop.iccsafe.org/2019-california-fire-code-amendments-handbook.html>

Vickie Sakamoto gave an update on the Fireworks and the Automatic Extinguishing Systems (AES) fee increase proposed rulemaking. The program had been working with the Department of Finance the past few years on mission-based budgeting, and during this process it was identified that the revenues generated by the licensing programs needed to be updated to support current and future costs. This meant that the fees for the licensing certification registration and listing program needed to be increased. The result was to develop a Title 19 California Code of Regulations (CCR) fee increase regulations package for their fireworks and the automatic extinguishing systems programs. The fireworks program fees have not been updated in over 19 years, the (AES) fees have not been increased in over 11 years. They will be submitting these two regulations packages to the Code Development and Analysis program by September 2021 in order to go through the adoption process with the Office of Administrative Law.

Jim Hosler notified the board of his program’s information bulletin on Senate Bill 1044, which deals with the Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) chemicals in firefighting

foam and firefighting personal protective equipment (PPE). The program is currently in the developmental phases for the regulations but have created the informational bulletin which provides timelines and dates. There are also additional resources and links on the Pipeline Safety webpage that provide some guidelines as well as contact information for questions. A key point is that, starting on January 1, 2022, any manufacturer that sells to any person shall provide written notices in regard to equipment or foams that contain PFAS chemicals, which are considered “forever chemicals,” and that as of that date, firefighter equipment must not contain PFAS, or must notify if equipment or foams contain PFAS. The State Fire Marshal is specifically charged with managing the PFAS chemicals in firefighting foams class B.

## 8. OLD BUSINESS

Chair Mike Richwine was happy to report that progress is being made on the California Highway Patrol (CHP) and CAL FIRE collaborative training for highway incidents. He reported that the new CHP Commissioner, Amanda Ray, was completely on board with the project. Several members of the Board, as well as Chair Mike Richwine and Kevin Chan, would be meeting with CHP on August 24, 2021 to open a discussion on the roles and responsibilities for each department.

Member Frank Lima asked whether Joe Castro was still going to represent fire service.

Kevin Chan responded that both Joe Castro and Gordon Graham would still be participating in the training video and this initial meeting was to establish the logistics of the project.

Chair Mike Richwine commented that Andrew Henning would still be the project lead.

## 9. NEW BUSINES

Brian Rice and Yvonne De La Peña gave a report on Senate Bill 817. They reported that the legislation, which was chaptered on July 23, 2021 was a joint effort between the California Professional Firefighters and the California Fire Fighter Joint Apprenticeship Committee (CalJAC). SB 817 amends the California Health and Safety code to permit ex-officio members of the State Board of Fire Services to delegate representatives to attend meetings and vote on their behalf. This amendment also cleans up the statute for consistency and identifies the correct number of voting members throughout the different sections of the law.

## 10. ORGANIZATIONAL UPDATES

Yvonne De La Peña and Member Brian Rice gave a report on CalJAC. The focus was on several pieces of pending legislation. Member Brian Rice specifically mentioned legislation related to the paramedic review board and a bill addressing workers compensation reform.

Member Craig Tolmie provided an update on the fires in California. He reported on the resistance to control of the current fires expects them to be extended even further. Member Tolmie also expressed his appreciation to all the cooperating and support agencies and personnel. He sees this as another historic fire season as it has been the prior year.

Member Jerry Davies reported that the California Fire Safe Council would be having their three-day planning meeting coming up in September. The Council has been working with CAL FIRE, all state agencies, and with the local Fire Safe Councils on programs for the California fires. He also reported that he has been working with insurance companies through the Personal Insurance Federation of California and the Association of California Insurance Companies. He reported that every company that writes property or homeowners insurance in

the State of California is working on fire insurance claims throughout the state, and that they praise the firefighters and organizations who are doing incredible work fighting the fires.

Brian Marshall gave a report on behalf of CalOES. They have been continuing in the mutual aid system to support CAL FIRE and federal partners on statewide fires. CalOES has had calls for more resources over the past week and have been able to get an additional 75 fire engines assigned throughout the state. They have also been working on fatigue management for firefighters, rotating fire line personnel every seven days on the line.

Member David Gillotte reported that he just got back from sixteen days on the Dixie Fire and appreciates all the effort to get more resources out on the line. He also mentioned that anyone affiliated with any Chiefs organizations to meet with the unions to discuss COVID-19 vaccine orders. He stated that two important objectives were to get the members vaccinated and to negotiate any need for accommodations through a labor management partnership.

Member Frank Lima reported on behalf of the International Association of Fire Fighters (IAFF). He encouraged everyone to reach out to the Staffing for Adequate Fire and Emergency Response (SAFER) Grants or the Fire Prevention and Safety Grants. He also gave an update on the Public Safety Officer Benefit that was amended. He mentioned the importance of collective bargaining rights and its impact on retirement and medical.

Member Pete Muñoa brought up the concern that the Local 2881 members were not getting the relief that they need on the fire line. They have been working on legislation to address the issues within the state. The California population has grown from 21 million people in 1976 to 42 million people in 2021, increasing the population in areas that were normally forest lands and foothills and highlighting the need for additional firefighter staffing.

Member Ed Foster announced that Eddie Sell, the California State Firefighters Association (CSFA) president, is a part of the Board of Directors for the FIRESCOPE Emerging Technologies Group, which is working to increase everybody's knowledge of the quickly changing emerging technologies in support of the fire service, particularly in emergency response throughout state of California.

Member Mike Williams announced that Jeff Meston, the executive director of CSFA, is moving over as the executive director for Cal Chiefs.

Member Moke Simon thanked everyone who was working out on the front lines of the fires. He mentioned how Lake County was impacted by the Cash Fire, losing 50 homes and 63 structures in only a few hours. He brought up a small issue with the Fire Management Assistance Grant (FMAG) process, especially for small rural communities. There are thresholds that are difficult for smaller communities to meet. He suggested using a sliding scale.

Chair Mike Richwine reported that the State Fire Marshal's headquarters would be moving to the new Natural Resources Building in downtown Sacramento in November, with the exception of Fire and Life Safety, who would be moving to the S Street office.

## 11. PUBLIC COMMENT

No public in attendance.

## 12. UPCOMING MEETING DATES

The final meeting for 2021 will be on November 18th.

## 13. ADJOURNMENT

**Chair Mike Richwine adjourned the meeting at 1426 hours.**